

DDA 85-0060/11
22 March 1985

MEMORANDUM FOR: Director of Central Intelligence

FROM: Harry E. Fitzwater
Deputy Director for Administration

SUBJECT: Weekly Report for Period Ending 22 March 1985

IN/A 770127
100-15

1. Progress reports on tasks assigned by the DCI/DDCI:

None.

2. Items/events of interest:

a. A standing-room-only crowd of 691 Agency employees attended the Director of Personnel's (D/OP) 20 March presentation on the current status of the Agency's efforts concerning retirement changes, the Administration's proposed changes to Federal retirement systems, and Congressional legislative activities on retirement. In addition to the Headquarters auditorium, two of the Office of Central Reference theaters were filled to capacity. For those who were unable to attend this presentation, videotapes will be made available for later viewing.

b. Evaluation of OP's ability to complete its 30-day phase of the 120-day limit to process applicants reveals that 65 percent of the applicant files processed during the month of January were handled within OP's time frame. Seven hundred and sixty-six files were received during January and after internal circulation, 498 of them were either placed in process or rejected.

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d. A Retirement Briefing Book has been completed for use by senior Agency representatives who are dealing with proposed retirement reforms. The book contains extensive information on the background of pertinent legislation, status of current congressional retirement legislative proposals, and objectives and rationale for the Agency retirement system. A wide range of supportive data also has been included as justification for Agency proposals contained in the Retirement Briefing Book.

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S E C R E T

1. On 14 March, OF processed an Office of Logistics (OL) request for an advance of \$110 million to GSA for the initial increment of funding for Bid Package No. 2 of the New Headquarters Building construction project.

n. The Bindery and Reprographic Center/OL responded to a request from the Office of Global Issues for overnight copying of 4,500 pages of documents [redacted] This is the second request of this nature, and, thus far, 13,500 pages out of an anticipated 25,000 pages involved in this project has been copied. All deadlines have been met with the material available for pickup at opening of business the following day.

p. A request for the transfer of another 100 cubic feet of OSS records was submitted to National Archives and Records Service (NARS). The records include Records of the Combined Intelligence Committee, Washington Communications Branch, OSS New York/Overseas Station Records, OSS Research & Analysis Branch Records, and Washington OSS Research & Analysis Branch/Map Procurement and Cataloging Records. Less than 10 percent of these records are being withheld because of the continuing need to protect classified information. This will be the fourth transfer of OSS records to NARS bringing to 663 cubic feet the total of material transferred.

q. The backlog of information requests continued its downward slide from 2,638 to 2,571—the lowest it has been in recent history. This also included a record-high closing of 132 cases. As could be expected, the Information and Privacy Division/OIS has received its first request for copies of the documents about Joseph Mengele which were reported in the press as having been released to Congress by the Agency.

3. Significant activities anticipated during the coming week:

None.

[redacted]
Harry E. Fitzwater

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